



SPECIAL EVENTS COMMITTEE AGENDA

March 25, 2026 at 5:00 PM

Town Hall - 1941 E. Jeter Road, Bartonville, TX 76226

A. CALL MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Recording Secretary, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Committee for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Committee during the Public Presentation portion of the meeting or when the item is considered by the Committee.

D. REGULAR ITEMS

- 1. Discuss and consider approval of the December 1, 2025 Regular Meeting Minutes.
- 2. Discussion regarding the Spirit Day Celebration.
- 3. Schedule next meeting.

E. ADJOURNMENT

CERTIFICATION

I hereby certify that this Notice of Meeting was posted on the Town Website, and on the bulletin board, at Town Hall of the Town of Bartonville, Texas, a place convenient and readily accessible to the public at all times. Said Notice was posted on the following date and time; and remained posted continuously prior to the scheduled time of said meeting and shall remain posted until meeting is adjourned.

/s/ Shannon Montgomery, Town Secretary

Posted: March 18, 2026, prior to 4:00 p.m.

Agenda Removed from Town of Bartonville Bulletin Board on: _____

By: _____, Title: _____



SPECIAL EVENTS COMMITTEE COMMUNICATION

DATE: March 25, 2026

FROM: Shannon Montgomery, Town Secretary

AGENDA ITEM: Discuss and consider approval of the December 1, 2025 Regular Meeting Minutes.

SUMMARY:

The Special Events Committee held a Regular Meeting on December 1, 2025.

RECOMMENDED MOTION OR ACTION:

Approve the December 1, 2025 Special Events Meeting Minutes as presented.

ATTACHMENT:

- December 1, 2025 Meeting Minutes

THE BARTONVILLE SPECIAL EVENTS ADVISORY COMMITTEE MET IN REGULAR SESSION ON THE 1ST DAY OF DECEMBER 2025, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, BARTONVILLE, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT, CONSTITUTING A QOURUM:

Lori Van Alstine, Chair
Kathy Daum, Vice Chair
Margie Arens, Committee Member/Council Member Place 5
Keith Crandall, Committee Member/Council Member Place 4
Randy Van Alstine, Committee Member
Donna Baumgarner, Committee Member
Stephanie Phillips, Committee Member

Town Staff Present:

Kirk Riggs, Town Administrator
Shannon Montgomery, Town Secretary

A. CALL MEETING TO ORDER

Chair Van Alstine called the meeting to order at 5:00 p.m.

B. PLEDGE OF ALLEGIANCE

Chair Van Alstine led the Pledge of Allegiance.

C. PUBLIC PARTICIPATION

If you wish to address the Committee, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, preferably before the meeting begins.

There was none.

D. REGULAR ITEMS

1. Discuss and consider approval of the November 3, 2025 meeting minutes.

Motion made by Committee Member Daum, seconded by Committee Member Baumgarner, to approve the November 3, 2025 meeting minutes as presented. Motion carried unanimously.

2. Discussion of Christmas Tree Lighting celebration.

The Committee Members recapped the timeline for setup and the event. Staff stated they would contact the electrician to confirm no power outages on the night of the event.

3. Schedule next meeting.

The Committee confirmed that the tree take down would be Saturday, January 3 from 10 am until Noon. Staff will post a Notice of Possible Quorum.

E. ADJOURNMENT

Chair Van Alstine adjourned the meeting at 5:39 p.m.

APPROVED this the 25th day of March 2026.

APPROVED:

Lori Van Alstine,
Chair

ATTEST:

Shannon Montgomery, TRMC
Town Secretary

DRAFT